

TO ALL PERSONS INTERESTED IN THE POSITION OF:
Chief Executive Officer, XX District Agricultural Association
City, California

Thank you for your interest in serving the citizens of XXXX County and the California fair industry.

The chief executive officer at The Fair Name, or XX District Agricultural Association, serves at the pleasure of a nine-member board of directors. Each board director is appointed by the Governor to a four-year term.

To be considered for the position of chief executive officer, you must complete an application (enclosed) and submit it **no later than DATE.**

Please complete the application according to the following special instructions:

1. Complete the application form fully. The board of directors may refuse consideration of incomplete applications.
2. Type your responses to the application questions in the spaces provided. You may explain or otherwise elaborate on your answers to particular questions by attaching additional sheets of paper. Each attachment should clearly denote the question(s) to which it pertains.
3. Attach your resume.
4. Attach a list of five or more references, with addresses and telephone numbers.
5. Submit the completed application form and its attachments (stapled) to:

CEO Selection Process
XX District Agricultural Association
Street or POB
City, State and Zip

*Please address questions about this position or application process to
the President, Board of Directors, at Phone #.*

CHIEF EXECUTIVE OFFICER APPLICATION

1. Mr. _____
Ms. _____
(First) (Middle) (Last)

2. Residence
Address: _____
(City) (County) (State) (Zip)
Phone: (____) _____

3. Position Desired: _____ Date Available: _____

4. Have you ever been employed by a fair organization? YES NO
If so, when and where? _____

5. Present Business Title: _____
Company: _____
Supervisor: _____ Salary: _____
Address: _____
(City) (County) (State) (Zip)
Phone: (____) _____ FAX: (____) _____

6. **Twelve-year work history:** (begin with most recent or present employment)

<u>Employer</u>	<u>Title/Type of Business</u>	<u>City/State</u>	<u>Starting/Ending Dates</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. **Educational history:**

<u>College/Graduate School (Location)</u>	<u>Course of Study</u>	<u>Degree Earned</u>	<u>Date of Completion</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. **Professional licenses and certificates:**

<u>Certificate/License</u>	<u>Date Issued</u>	<u>Certificate/License</u>	<u>Date Issued</u>
1) _____	_____	3) _____	_____
2) _____	_____	4) _____	_____

9. **Current affiliations/memberships in professional organizations and/or societies:**

Organizations/Societies

Starting Date

10. ___ Yes ___ No Have you resided at your current residence less than 5 years? If yes, please list all residences for the past five years.

11. ___ Yes ___ No Are you a citizen of the United States?

12. ___ Yes ___ No Have you ever been affiliated (as an officer, owner, director, trustee, partner, advisor or consultant) with any institutions (corporations, firms, partnerships, business enterprises, non-profit organizations, etc.) within the past five years which might present a potential conflict of interest or appearance of conflict of interest with the district agricultural association, as defined in Government Code §1090 and/or §87100 et seq? If yes, please explain.

13. ___ Yes ___ No Do you or any members of your immediate family own or have any interest which may present a conflict of interest with the district agricultural association, as defined in Government Code §1090 and/or §87100 et seq? If yes, please explain.

14. ___ Yes ___ No Do you or any members of your immediate family own any interest in any real property adjacent to or in proximity with the fairgrounds?

15. ___ Yes ___ No Were you ever discharged, rejected during probation, or have you ever been requested to resign or resigned under unfavorable circumstances from any employment ? (You may omit any incident occurring over 7 years ago except a disciplinary or punitive dismissal, or a probationary period rejection from California State Civil Service). If yes, please give details.

16. ___ Yes ___ No Are you presently serving as an elected city or county official?

17. ___ Yes ___ No Are you presently doing business with the 34th District Agricultural Association, any board director or staff member? If yes, please explain.

18. ___ Yes ___ No Have you ever or do you currently utilize other names professionally? If so, please list.

19. Please explain qualities of yours which will prove beneficial should you be appointed as chief executive officer of the 34th District Agricultural Association.

20. Please describe how you perceive the role of a chief executive officer in relation to the board of directors at a district agricultural association.

21. What is the importance of a fair to its community?

22. How did you learn of this job opening?

I certify that the foregoing questions are answered truthfully for the purpose of securing employment. If employed, I agree to conform to the rules and regulations of the State of California and the 34th DAA. I understand that any false answers or statements on this application or any supplement thereto, will be sufficient grounds for immediate discharge.

Date: _____

By: _____

(Applicant)

AUTHORIZATION AND RELEASE

I understand that should the offer of employment as chief executive officer of the 34th District Agricultural Association be made, it is conditional upon the completion and satisfactory results of an extensive investigation of my personal and business background. I hereby authorize the release of any and all information pertaining to me or businesses in which I participated, including information of a confidential or privileged nature in the possession of government or private agencies or individuals. I hereby release all such agencies or individuals who furnish such information from liability for damages which may result from furnishing the information requested. I also understand that my consumer credit report may be requested and used in connection with this application for appointment. The source of the report shall be a major national credit reporting agency, such as TRW, TRANSUNION, or EQUIFAX. In the event such a request is made, the credit agency should provide me with a copy of the report.

Date: _____

By: _____

Applicant

How did you hear about our vacancy? _____